

StraPack JK-5



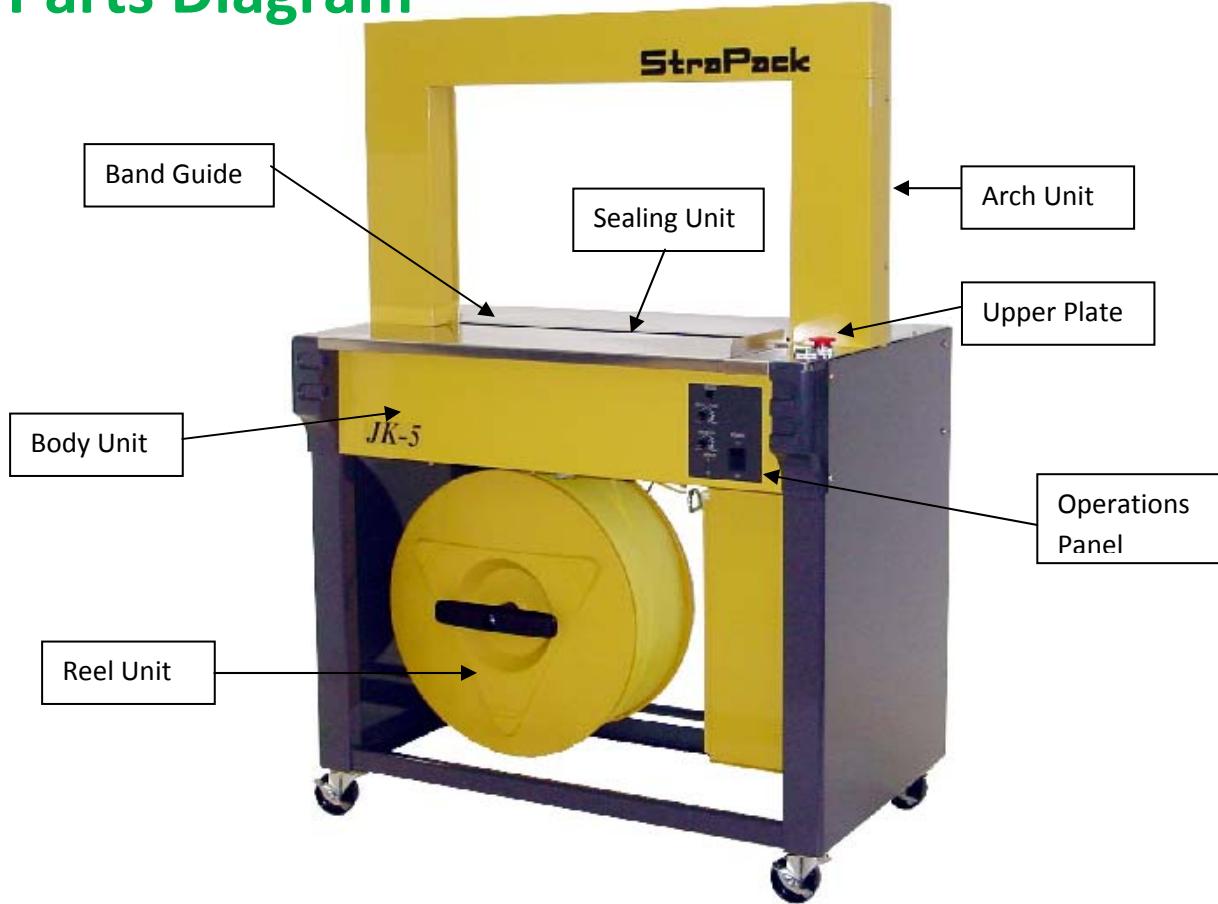
User Manual

Table of Contents

Parts Diagram.....	1
Terms you should know:.....	1
Hazard Alerts:.....	2
Machine Operation	3
Turning the machine on	3
Loading the plastic strap	3
Strapping boxes.....	5
Machine Malfunction	6
Clearing jams.....	6
Dealing with an emergency	7
References.....	8

This company uses a StraPack JK5 strapping machine to seal its packages for postal pickup. The strapping machine heat-seals a length of plastic strap around boxes to keep them closed while in transit.

Parts Diagram



Terms you should know:

Body unit—the major part of the Strapack. The body is where a box is placed for strapping operations.

Arch unit—the three-piece metal unit extending above the body.

Operation panel—a set of controls on the front of the machine.

Upper plate—a set of controls on top of the body unit of the machine.

Band guide—the long groove on top of the body unit into which the plastic strap is threaded.

Reel unit—the round reel containing the plastic strap.

Postal bin—a white, molded plastic tray or box used by the U.S. Postal service. (Not shown)

Postal sleeve—essentially an elongated cardboard box with the ends cut off, used to enclose the postal bin, so that envelopes cannot fall out.

Sealing unit—in the middle of the band guide, a super-heated area where the two sections of plastic strap are heated to partial melting point and thus sealed together.

Hazard Alerts:



Warning!

This machine runs on high voltage which can cause electric shock. Turn off the power supply and unplug before opening or adjusting. Do not use this machine near water.



Warning!

Parts of this machine are kept at very high temperatures and can cause severe burns. After turning off the power, wait until the heat unit has cooled before touching.



Warning!

Do not put your head, hands, or any part of your body into the arch. The running strap can crush or choke you.

Machine Operation

Turning the machine on



1. Ensure the machine is plugged in to a grounded outlet. The power switch is located on the right side of the operations panel at the front of the machine.
2. Flip the power switch to the “on” position. You will have to wait about 30-45 seconds for the machine to warm up.
3. The indicator light at the bottom of the operations panel will flash while the machine is warming.
4. When the heating element reaches the correct temperature, the light will stop flashing and emit a steady green light.

Note: The other operations panel settings—such as “seal time” and “tension” are set by the supervisor. Do not adjust them.

Loading the plastic strap



1. Straps are stored in the supply area in large cardboard boxes. Retrieve a box from the supply shelf and open it.
2. The plastic strap is wrapped around a large cardboard spool. Remove the spool from the box and set it next to the strapping machine. Grasp the handle on the strapping machine’s reel unit and rotate it to the left to unscrew the front of the reel unit. Remove the front of the reel.
3. Remove the empty cardboard spool from the machine.

Note: the red arrows on the front of the reel are for aligning the spool. This will be important in the next step.





4. Ensure the arrows on the new plastic strap spool are aligned in the same direction as the arrows on the front of the reel unit.

5. Mount the spool onto the reel unit and replace the handle, screwing it tightly back into its position.

6. Cut the horizontal restraining straps and remove the cardboard flaps.

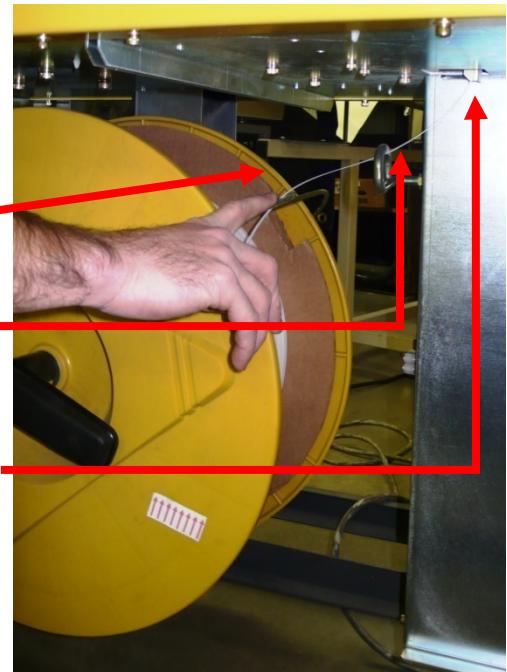
7. Find the loose end of plastic strap and pull to extend it.

8. A metal bar to the upper right of the reel is a loading guide. Ensure the strap is pulled upwards over the guide.

9. A metal loop extends a few inches to the right of the guide. Thread the strap through the metal loop.

10. Pull the strap upward and to the right until you locate the loading slot, underneath the body of the machine.

11. Feed the strap into the slot until it will go no further.



12. Move to the top of the body unit and press the green "Start" button, located at the top right of the body unit. The strap will encircle the arch unit.

13. The machine is now loaded and ready to use.

Strapping boxes



3. Place the sleeved bin directly on the body unit, centered directly over the band guide and directly under the arch.

Warning: Move your hands away from the arch and band guide.



A pre-measured length of plastic strap will tighten around the bin.

The heat from the sealing unit fuses the band to itself and cuts the strap.

1. Open a cardboard postal sleeve.
2. Pull the white U.S. postal bin through the sleeve until the sleeve encompasses the bin.



4. Push the start button.

Warning: keep hands, fingers, jewelry etc. away from the arch and band guide during strapping. During strapping operation the machine moves very quickly. Severe injury can result from leaving hands and fingers in the strapper's path.



Machine Malfunction

Clearing jams

Occasionally the strapper will jam. This may be caused by any of the following:

- using the wrong heating temperature,
- moving the bin during the strapping operation,
- hitting the “go” button twice
- plastic strap gets out of alignment in band guide.

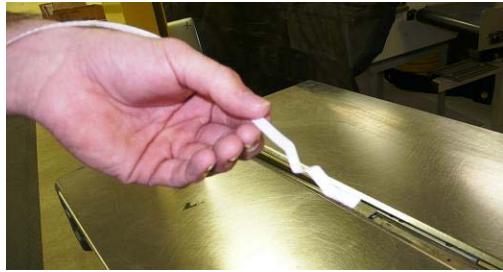
1. When the machine jams, it may stop automatically. If it does not, then immediately press the “Stop” button. The machine will stop at once.



2. Put your finger into the band guide and trace it to the end of the band.
3. Pull the band up enough to find the jam.

4. If necessary, pull the band out of the arch as well.





5. Locate any twisted, torn or crumpled pieces of plastic in the band guide or dangling from the machine.
6. Cut off everything from a foot or so before the damage begins.
7. Re-load the machine. (See page 3.)

8. After the machine is re-loaded press the Reset button on the front control panel.
9. Twist the red "Stop" knob to the right to reactive the machine.



Dealing with an emergency

1. In any kind of emergency, **press** the red "Stop" button quickly and the machine will stop instantly.
2. After the emergency situation is cleared, **twist** the stop button to the right and press the reset button to continue.

References

Anonymous, Strapack JK5. Retrieved March 9, 2008, from StraPack®--serving your global needs Web site: <http://strapack.com/jk5.htm>

Hughes, M. Interview with Josh Pullen, Quality Response Services. February 14, 2008.